

WELCOME ABOARD

COMMANDER FLEET ACTIVITIES YOKOSUKA

[HTTP://WWW.CNIC.NAVY.MIL/REGIONS/CNRJ/INSTALLATIONS/CFA_YOKOSUKA.HTML](http://www.cnic.navy.mil/regions/cnrj/installations/cfa_yokosuka.html)



Table of Contents

Welcome to Fleet Activities Yokosuka.....	3-4
Important Websites	5
Financial Planning for PCSing.....	7
Fleet and Family Support Center Resources	8
What to do at the Airport	15
U.S. Naval Hospital Yokosuka, Japan	17
Japanese Hosts	19
Base Maps	20
CFAY Shuttle Services	22
Housing	26
General School Information	29
CFAY Religious Ministries	31
Moving Checklist	33

Welcome to Fleet Activities Yokosuka

Congratulations on your orders to Yokosuka, Japan. We are looking forward to having you aboard. You are about to embark on an exciting tour of duty in the fast paced seventh fleet area of operations. Yokosuka is an exciting place to live and is home to Commander Fleet Activities and our only permanently forward deployed carrier strike group. Yokosuka is located about 43 kilometers from Tokyo. There is much to see and do so you're off duty time can be filled with many exciting adventures, please see our MWR page for more details and take advantage of all the region has to offer during your tour.

As the Command Master Chief, please allow me to assist you in ensuring a successful transition to your new home in Japan. If you've received your orders, it is our focus to ensure your sponsor is assigned and contacts you as soon as possible. If you have not been contacted by your sponsor email me at CFAY_CMD_SPONSOR@FE.NAVY.MIL. It is my conviction to make certain that you and your family are well taken care of. Proactive engagement on your part with your sponsor and our Ombudsman (cfayombudsman@yahoo.com), can solve many issues and concerns before you arrive onboard, thus paving the way for a smooth transition.

Again, congratulations on your orders to Yokosuka. You are on your way to the Pacific's best kept secret...Fleet Activities Yokosuka. Welcome Aboard Shipmates!!!

Sincerely,
Derek F. Mullenhour
CFAY Command Master Chief

While the idea of moving to a new location can be overwhelming, this Welcome aboard package contains a wealth of information to help your relocation. This package is designed to answer many of your questions to ensure a smooth transition to your new duty station. Browse the provided material and suggested websites to help familiarize yourself (and your family) with your new home. Using all your resources can reduce culture shock, stress, and keep your morale high during the first few weeks of your arrival and throughout your time in Yokosuka.

If you have not already done so, please visit your local Fleet and Family Support Center (FFSC). They'll be able to provide you with information on travel pay, entitlements, and allowances, arranging a successful move as well as vacating your government quarters. We are all here to help with every aspect of your relocation so please do not hesitate to contact us if you have additional questions regarding your new assignment to Yokosuka. We look forward to meeting you!

Those with families are encouraged to check with the Navy Lodge or Navy Gateway Inns & Suites prior to arrival to ensure room availability. **We highly encourage making reservations far in advance using the phrase "PCS Move"**. On day two, it is important to check into your command and their respective admin departments. Once there, your command can provide guidance and escort to the various locations on base that you must visit. A checklist is provided to help you with tasks in order to ease your move and smooth your transition to Yokosuka, Japan.

Below are items that each member should try to complete within the first 72 hours.

- Confirm seat reservation for Area Orientation Brief/Intercultural Relations (AOB/ICR)
- Confirm reservations for the CDC and SAC for children, if applies
- Enroll in a housing office brief (not to be attended during your AOB/ICR Training)
- Enroll in Tricare Prime Overseas

Again, congratulations and we will see you soon!

Safe travels



Information Websites

Commander Fleet Activities, Yokosuka (CFAY)

CNIC CFAY: <http://www.cnic.navy.mil/Yokosuka>

Official website of Commander Fleet Activities, Yokosuka

Duty in Japan YouTube Channel: <http://www.youtube.com/user/DutyInJapan>

Videos about things to see, housing options, and many other useful topics

Fleet and Family Support Center (FFSC):

http://cnic.navy.mil/regions/cnrj/installations/cfa_yokosuka/ffr/support_service_s.html *Monthly schedules, class handouts, and more*

Yokosuka Enhanced Spouse Sponsorship (YESS) Program:

<http://yessyokosuka.wordpress.com>

Sponsorship program for spouses, by spouses

Morale, Welfare, and Recreation (MWR) Information: <http://www.navymwryokosuka.com/>

Latest information about MWR services in Yokosuka

Pet Information

Public Health Command District – Japan: <http://www.usarj.army.mil/units/vet/>

Visit for availability, recommendations and checklists regarding pets in Japan

Yokosuka Veterinary Treatment Facility: <https://www.facebook.com/yokosukavetclinic/>

VTF offers veterinary care by appointment only and assists with obtaining proper quarantine documents.

Japan Animal Quarantine Services: <http://www.maff.go.jp/aqs/english/>

Pet Importation & Requirements for Japan

Owners are responsible for the shipment of pets arriving, departing, and within Japan. This includes all matters associated with travel arrangements, shipping requirements, and costs for their pets.

Japanese Animal Quarantine Service Regulations require that all animals entering Japan be examined to determine if they are free from communicable diseases. Animals found to be free from communicable diseases meeting entrance requirements may be released to the owner's custody, subject to the restrictions discussed below.

Ministry of Agriculture, Forestry and Fisheries (MAFF) quarantine inspectors and US **Army Veterinary** Command veterinarians will determine the length of each pet's quarantine period when the pet arrives in Japan. The quarantine periods will range up to 180 days. All quarantine guidelines, necessary import forms, and contact information

may be found on the Japan District Veterinary Command website:

USFJ has been able to champion “Home Quarantine” as a concession for US SOFA personnel. This quarantine allows service members to maintain their pets in their own custody within their assigned on-base quarters during the assessed quarantine period. Personnel who are most affected are SOFA members who are required to live in off-base housing. If a quarantine period is assessed, military members who live off-base will be required to pay for quarantine boarding expenses for their pets in on-base kenneling facilities or incur the significant expense of quarantining their pet at the Airport Animal Quarantine Station facility.

Service members who may be required to kennel their pets for up to 180 days will incur a tremendous cost. The JFTR and the JTR provide limited reimbursement for quarantine costs for service members (\$550) and DoD civilians (\$500 to \$1,000), respectively. Unfortunately, the majority of military pet owners serving throughout the world are in pay grades E-4 and below and may be challenged to afford those types of expenses. Additional Information:

1. Japanese Animal Quarantine Service regulations require that all animals entering Japan be examined to be free from communicable diseases. Owners must report to the Veterinary Treatment Facility within 72 hours of arrival and bring documentations to register without bringing the pet. Animals that are found to be disease free will be released to the owner’s custody, subject to the following restrictions:
 - a. Three (3) copies of the rabies vaccination certificate (DD208, the original and two copies) must accompany the animal during transit. The rabies vaccination must have been administered more than 30 days but less than 365 days prior to the animal’s entry into Japan.
 2. An animal that is less than 90 days old does not require a rabies vaccination, but will be placed in a Japanese or U.S. Forces quarantine facility. Upon reaching 90 days of age, the animal will be given a rabies vaccination and kept in a quarantine facility for a period of 30 days. After 30 days, the animal will be released to the owner for a required Japanese Animal Quarantine Service regulations require that all animals entering Japan be examined to be free from communicable diseases. Owners must report to the Veterinary Treatment Facility within 72 hours of arrival and bring documentations to register without bringing the pet. Animals that are found to be disease free will be released to the owner’s custody, subject to the following restrictions:
 - a. Three (3) copies of the rabies vaccination certificate (DD208, the original and two copies) must accompany the animal during transit. The rabies vaccination must have been administered more than 30 days but less than 365 days prior to the animal’s entry into Japan.
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-

days of age, the animal will be given a rabies vaccination and kept in a quarantine facility for a period of 30 days. After 30 days, the animal will be released to the owner for a required

- c. Companion animals that enter at a Japanese airport are to be picked up at the airport and processed through the Japanese Animal Quarantine Service at the airport.
 - d. Before the animal can be processed by the Animal Quarantine Service Personnel, the owner or authorized representative (via Special Power of Attorney) must fill out a Form 380EJ “Customs Free Import and Export of Cargo” or “Customs Declaration of Personal Property.” This form is available at the Customs Check Point upon entry.
 - e. Upon arrival at the Animal Quarantine Counter the Japanese personnel will initiate a Pet Quarantine and Examination Certificate (Form MDJ-270). Pet owners or their authorized representative (via Special Power of Attorney) must be able to provide the following information:
 - military address (duty station)
 - rank/rate
 - duty phone
 - temporary address
 - f. You will be required to sign this form stating you will present your pet for quarantine examination following the required period of “Home Quarantine” at a U.S. Forces Veterinary Office. Failure to present the animal for quarantine release may result in a fine of up to 50,000 Japanese yen
 - g. Japanese Animal Quarantine Service Officials are on duty whenever flights are scheduled to arrive.
 - h. Additional information may be obtained upon arrival from the Yokosuka Veterinary Clinic, 243-6820/7081.
3. Pets are **NOT** allowed aboard the scheduled Navy shuttle buses. If you are arriving with your pet (s), you will need to arrange, perhaps with the assistance of your sponsor, alternate transportation to the base. For more information, email cfay_bus@fe.navy.mil or contact the Family Assistance Support Team at (DSN) 243-5770 to arrange transportation.
 4. Most military families will reside in Temporary Lodging (Navy Lodge) for periods of up to 60 days while seeking housing on or off base. All rooms at the Navy Lodge are pet friendly. All kennel boarding fees, including the official assigned quarantine period, are the owner’s responsibility.

Financial Planning for PCSing

Examples:

- Startup cost for off base housing – minimum \$5,000 up to \$10,000
 - Lodging expenses (bill must be paid in full every 10 days)
 - Vehicle purchase plus additional expenses including base inspection, base insurance,
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JCI, and road tax

- Mobile phone startup fees
- Dining out
- Taxi costs

*Please do not hesitate to contact the FFSC Personal Finance Manager (PFM) or your Command Financial Specialist (CFS) with any questions or concerns.

Fleet and Family Support Center Resources

Facebook: FFSC Yokosuka Japan

DSN: 243-3372/ 046-816-3372, option 3 for more information – Work and Family Life Office

243-7878/046-816-7878 – Clinical

Yokosuka Enhanced Spousal Sponsorship (YESS) – It is a sponsorship program for spouses, by spouses

Email: YESS.YOKOSUKA@GMAIL.COM

Online: <http://yessyokosuka.wordpress.com/facebook.com/YESS.Yokosuka.Spouses>

New Parent Support Home Visitation Program – NPSHVP is a free support service program designed to meet the needs of active duty military personnel, their spouses and SOFA sponsored families who are expecting and/or with children under the age of 4. NPSHVP's primary goal is to enhance the quality of life by empowering our military families to meet the challenges of parenthood while maintain a military lifestyle. NPSHVP professionals know that raising a family is rewarding and challenging. Our team is committed to helping our military families maintain a strong and healthy family wherever the military may take you. Educational classes and support can be done in your home or our office. For more information, please contact Fleet and Family Support Center DSN 243-7878 Commercial 046-816-7878.

Family Employment Readiness Program (FERP) – Looking to work while stationed in Yokosuka?

Department of the Navy in Yokosuka

- CNRJ HRO: www.cnrc.navy.mil/regions/cnrj/om/human_resources/US_Jobs.html
 - Defense Commissary Agency (DECA): www.usajobs.gov
 - FISC Yokosuka & Sasebo: www.usajobs.gov
 - Morale, Welfare, and Recreation (MWR): www.navy.mwryokosuka.com/jobs
 - Navy Exchange (NEX): www.mynavyexchange.com/work4us/
 - Seahawk Umitaka: seahawkumitaka.wordpress.com/category/job-opportunities/
 - U.S. Naval Ship Repair Facility (SRF Yokosuka & Sasebo): www.srf.navy.mil/
-

Other Companies and websites with Positions in Yokosuka

- AIU Insurance: Call 243-9832/046-816-9832 for more information
- Alutiiq LLC: www.altutiq.com
- Americable: americablejapan.net/ (or call 241-2288/046-896-2288)
- American Red Cross: www.redcross.org/about-us/careers
- Armed Forces Services Corp. (AFSC): www.afsc.com
- Aveningtech: <http://www.aveningtech.com/index.php/employment>
- Base Taxi: Call 243-4444/046-816-4444 for information
- CACI: www.caci.com/
- Chenega
- Three Star Med Pro
- Community Bank: www.dodcommunitybank.com/home/customer_service/careers
- Department of Defense Education Activity (DoDEA): www.dodea.edu/Offices/HR/
- Leidos: www.leidos.com/careers/opportunities
- Navy College: 243-8131/046-816-8131 to ask about positions with partner institutions or visit navycollege.navy.mil
- Navy Federal Credit Union: www.navyfederal.org/about/careers.php
- SERCO: jobs.serco-na.com (under Job Location search both Japan and APO)
- The Navy Marine Corps Relief Society: www.nmcrrs.org/jobs
- United Services Organizations (USO): uso.org/careers or uso.balancetrak.com/

Other Possible Employment Options in Yokosuka

- Child Development Homes (CDH): Call 243-5478/046-816-5478 for more information. *CDH providers offer childcare services in their government housing.*
 - Modeling Opportunities in Japan:
Fleet and Family Support Center (FFSC) hosts a bi-annual modeling fair with modeling agencies to recruit models. There is NO CHARGE for registering with any of the agencies in attendance looking for models of all ages, shapes, sizes, and types. You must have approval from Staff Judge Advocate General for off-base employment, which is required by any agencies that require off-base bank for payment.
***FFSC offers a monthly class that cover questions and concerns, as well as to share best practices.*
 - Teaching English (or other languages):
Native proficiency places you in demand for individuals wanting to learn a new language.
***FFSC offers monthly class covering marketing, resources, and networking opportunities.*
 - Volunteering Opportunities: Call 243-FFSC (3372)/ 046-816-3372, option 3 for more information.
-

A good way to fill employment gaps, learn new skills and to contribute to the community.

Worldwide Organizations (additional sites that may include Yokosuka)

- Army and Air Force Exchange Service (AAFES): odin.aafes.com/employment/
- CDI Marine Company: www.cdicorp.com/staffing
- Computer Sciences Corporation (CSC): www.csc.com/careersus/flxwd/16005-careers
- Corporate Gray (Navy to civilian): www.corporategray.com
- Decypher: www.decypher.com/careers/
- GBX Consultants, Inc.: gbxconsultants.com/
- General Dynamics Information Technology: www.gdit.com/careers/
- Global Engineering & Construction, LLC: www.global-engllc.com/home/careercenter.html
- Huntington Ingalls Industries: <http://www.huntingtoningalls.com/careers/search>
- Indtai Inc.: indtai.com/
- NORSCO: <http://www.noresco.com/energy-services/en/us/careers/>
- Raytheon: <http://jobs.raytheon.com/>
- The Spouse Channel (military.com): www.military.com/spouse
- TÜV Rheinland Japan (Engineering): www.tuv.com/en/japan/home.jsp
- U.S. Embassy in Tokyo: japan2.usembassy.gov/e/info/tinfo-jobs.html
- VetJobs (both veterans and spouses): www.vetjobs.com
- Zeiders: www.zeiders.com

Federal Employment

- Air Force Personnel Center: www.afciviliancareers.com/
- Department of Defense Education Activity (DoDEA): www.dodea.edu/Offices/HR/
- Federal Jobs Digest: www.jobsfed.com
- Federal Jobs: www.americajob.com
- Jobs requiring security clearance: www.clearedconnections.com
- USA Jobs: www.usajobs.gov/

Top Job Boards

www.careerbuilders.com
www.collegerecruiter.com
www.linkedin.com/job/c-linked-in-jobs
www.indeed.com
www.glassdoor.com
usajobs.gov
www.simplyhired.com

www.dice.com
us.jobs/
execunet.com
www.usajobs.gov
www.hound.com
net-temps.com

Exceptional Family Member Program (EFMP)

EFMP Liaison can be reached at 243-9605/3372

* Contact the POC at your command if you or a family member is enrolled in the EFMP program

Family Assistance Support Team (FAST)

Family Assistance Support Team (FAST), Yokosuka was established to provide support, limited services and assistance during underway periods to personnel and family members of the Forward Deployed Naval Forces (FDNF) permanently stationed in Yokosuka, Japan

FAST Office is located at Bldg. 3365 (CRC), on the 2nd floor

FAST Office Operating Hours:

Monday, Wednesday, and Friday 0900-

1630 Tuesday 0800-1630

Thursday 0800-1500

Emergencies are handled 24hrs a day by calling: FAST Duty Officer at 090-8046-5541

Services Provided

- IDs for Active Duty Personnel, Government Employees, Contractors, and Dependents
- Defense Enrollment Eligibility Reporting System (DEERS) Updates
- Defense Biometrics Identification System (DBIDS) Registration
- Transportation Requests
- House Guest Passes (when sponsor ship is underway)
- When ship is underway, Command Pass Coordinators (CPC's) may assist as a liaison between PSD and the ship's CPC to help process the following:
 - TLA and TLA Extensions
 - OHA/MIHA/OHA Advances
 - Assist in the transmission of PAGE 2 Updates

FAST Office DSN: (315) 243-5770 / 7966 FAX: (315) 243-7671

**** NOTE: ALL PERSONNEL AND FAMILIES ASSIGNED TO THE USS RONALD REAGAN MUST UTILIZE REAGAN RANCH FOR ALL PSD RELATED TRANSACTIONS, TRANSPORTATION REQUESTS, AND HOUSE GUEST PASSES*****

Area Orientation Brief & Intercultural Relations (AOB/ICR) Training

This three day training is **mandatory** for all SOFA sponsored personnel (military service members, civilian employees, and adult family members) within 30 days of reporting to Yokosuka in accordance with COMNAVFORJAPANINST 1740.5, even if you have previously served in Japan. It is designed to the reduce stress and frustration of moving to Yokosuka by ensuring newly reporting personnel are introduced to current CFAY policies, programs, services, responsibilities and facilities in accordance with COMFLEACTINST 1740.3C. Additionally, certified attendance is required for anyone who intends to obtain a U.S. Forces Japan driver's license during their stay.

Reservations are required and suggested at least four weeks prior to arrival in the Yokosuka area. Your sponsor can make reservations or you can register yourself. Emails can be sent with **subject line** "AOB/ICR" to FFSCInfo@fe.navy.mil. Include the service member's name, the name of the gaining command, and your expected date you are reporting to the Yokosuka area.

Reservations can also be made by calling 243-FFSC (3372) option 3, or in person by stopping by the Fleet and Family Support Center (located on the fourth floor of the Community Readiness Center).

Child care reservations must be made prior to attending AOB/ICR and as far in advance as possible. For information on childcare please go to www.navywmwryokosuka.com. Age limits and contact numbers for each of the centers are outlined in Childcare Information sheet after the schedule is described. Useful documents regarding childcare can be found at <https://elibrary.cnric-n9portal.net/document-library/>.

Schedule

Tuesday – Area Orientation Brief (AOB)

Wednesday – Intercultural Relations (ICR)

Thursday – Traffic Safety and Driven Written Test

*Exam will be administered only to personnel who have returned their Driver's License Handbook.

Military and civilian are required to attend every brief. If you miss any portion of AOB/ICR you will be required to reschedule the entire AM/PM session for the portion that you missed. This includes housing appointments, medical/dental, etc. appointments, re-enlistments, command responsibilities, etc. In order to receive a certificate of completion, all portions must be completed. Please note that consistently returning late from breaks, sleeping in class, and using cell phones will result in a call to your command and rescheduling AOB for a future week.

- Check in begins at 0730. Class starts at 0830.
 - Active Duty must be dressed in the Uniform of the Day: NWU or Khaki.
 - To sign up for Tricare during AOB, please bring a copy of orders/Family Entry Approval or Command Sponsorship letter on Tuesday for collection by Tricare representatives. FFSC is unable to make copies, the library opens at 10AM
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- If stationed in MAINLAND Japan within the last 5 years or a Japanese National, attendance is only required Tuesday and Thursday. Proof of prior duty in mainland Japan or citizenship is required.

CFAY Road Test Waiver Process for USFJ 4EJ

After completing AOB/ICR, the Traffic Safety Local Hazard Briefing, and pass a Written Exam, personnel that fall under following conditions will be waived from taking a road test in order to obtain USFJ Form 4EJ;

- **All Former USFJ 4EJ holders that have departed Japan less than 5 years ago.**
 - **Must present an expired USFJ Form 4EJ as proof.**
 - **Or must present proof in writing from the issuing authority (other than CFAY) that shows you departed Japan less than 5 years ago.**
- **All Former USFJ 4EJ holders that that have departed Japan less than 5 years ago as confirmed on CFAY Driver's License DB, no proof required.**

****Note: No USFJ Form 4EJ with On-Base Only limitation and/or OF-346 will not be eligible. If proof or record cannot be confirmed before the Traffic Safety Local Hazard briefing, a road test will be required to complete the USFJ 4EJ issuing process.**

Childcare Information

Children ages 17 and under are not permitted to attend AOB/ICR Training, except those exclusively nursing. New arrivals with children should make childcare arrangements 30 days in advance, as there are a limited amount of spots available. Reservations are NOT made automatically. CYP childcare options on base are FREE to attendees through vouchers that are distributed following each day's training. Additionally at least one parent must attend a CYP orientation prior to the child's first attendance at a Child and Youth Program (CYP) facility. Couples may choose to attend AOB/ICR during alternate weeks in order to mitigate childcare concerns. Below is information to help families.

- *Main Base Child Development Center (CDC) for ages 6 weeks-5yrs*
 - *Main Base School Age Care (SAC) for grades K-12yrs*
 - *Ikego Child Development Center (CDC) for ages 6 weeks-5yrs*
 - *Child Development Home (CDH)-Ages vary per provider*
 - *Ikego School Age Care (SAC) from K-5th grade*
 - *Youth Sports for ages 3-18yrs*
 - *Teen Center from 6th – 12 grade*
-

Nursing Infant Waiver

Parents with nursing infants may request a waiver through the Fleet and Family Support Center prior to the start of AOB/ICR class week. This allows the parent to attend AOB/ICR class with infant.

Waiting Lists

Military families may be placed on a waiting list for child care when care is not available. Families may request child care by visiting <https://militarychildcare.cnmc.navy.mil/>. This Department of Defense website serves all military families seeking child care and provides access to military-operated child care options world-wide. Families may search for and request care, manage their requests, and update their profile online, making it easier for them to find the child care they need.

* For children 6 weeks – 12 months, parents are to provide the following: diapers, wipes, and 2 changes of clothes. Please contact the CDC regarding food preparation policies.

** If 5 year old is already enrolled in school, child should go to School Age Care Center.

***Additional services offered by CYP include: Give Parents a Break:

Military families are subject to unique stressors associated with military life, including deployments, remote tours of duty, and extended working hours. The "Give Parents a Break (GPAB)" program is designed to give family members a short break from parenting in order to help them deal with these types of stressful situations, and enjoy a night out with friends. For more information, please contact Yokosuka Child Development at 243-3219 or the Ikego Child Development at 246-8060 or visit us at <https://www.facebook.com/yokosukacyp>

Youth ICR and Teen ICR

Moving to a new place can be overwhelming to anyone. FFSC provides a youth support group to help children transition to Japan: their new school, home, and environment. This class gives students an introduction to the Japanese culture and customs. It also includes a brief presentation on the rules and regulations. These optional trainings are offered for Elementary, Middle School and High School students. For a schedule of upcoming dates and to reserve a seat, contact FFSC.

DSN: 315-243-FFSC International: 011-81-46-816-FFSC FFSCInfo@fe.navy.mil

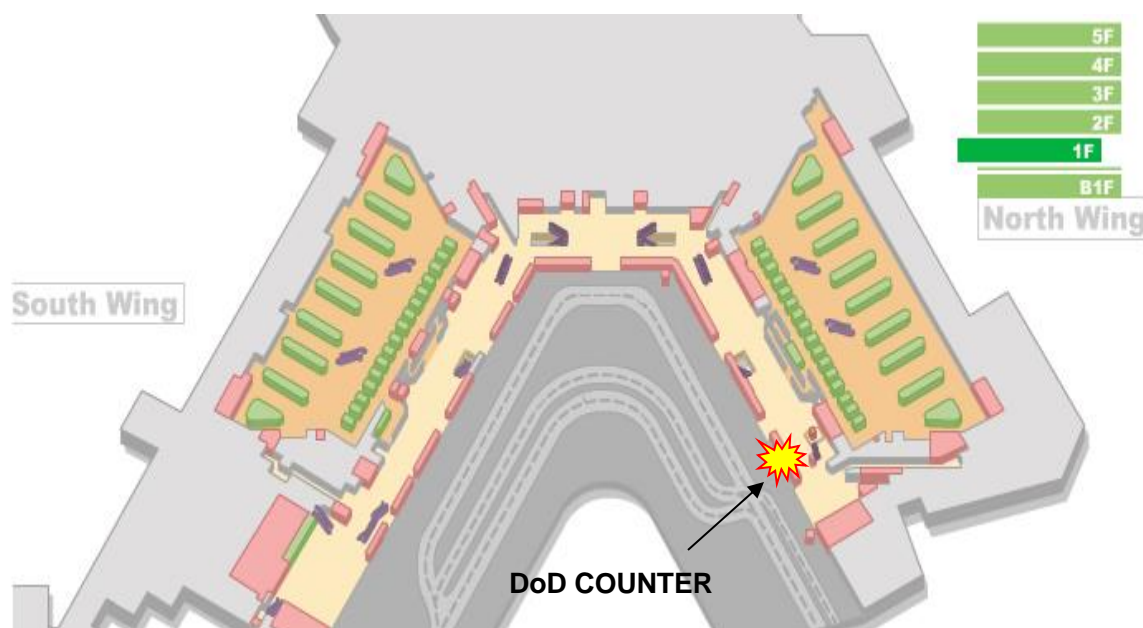
What to do at the Airport?

Yokota Air Force Base (arriving via an Air Mobility Command (AMC) flight)

AMC flights from the U.S. arrive often in Yokota Air Force Base (AFB). Navy buses are assigned to transport passengers to Commander Fleet Activities Yokosuka (CFAY). Please report to the customer service desk for directions to the Navy bus.

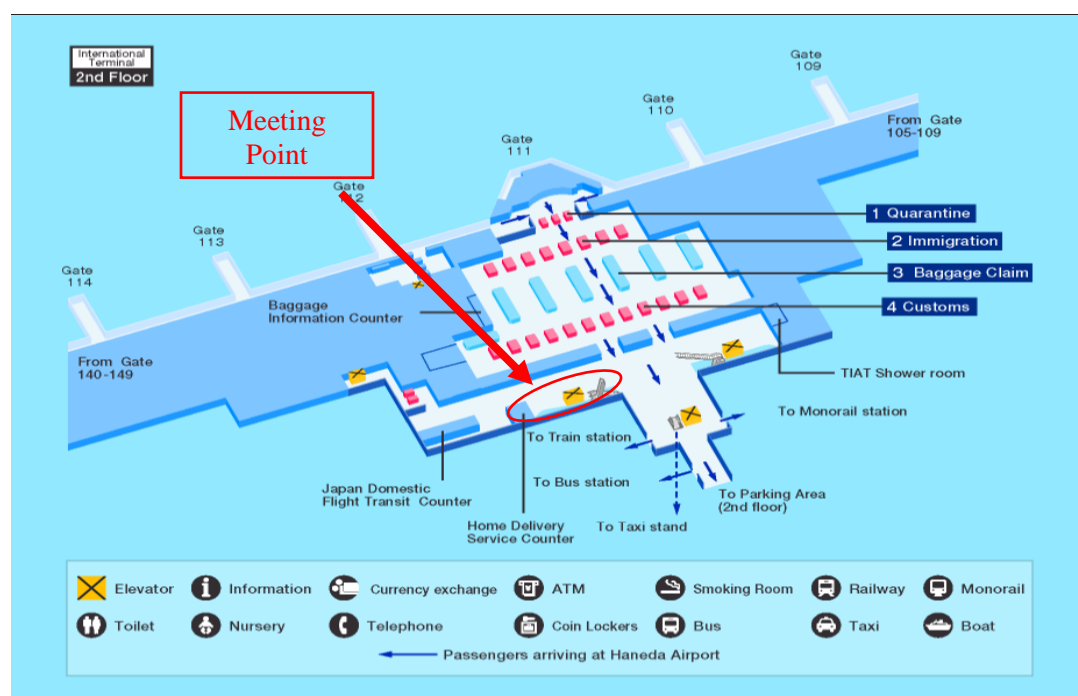
Narita International (via commercial airlines)

These directions are based on arrival at Terminal One, because that is the terminal from which the Yokosuka-bound buses depart. If you arrive at Terminal Two, take the free Airport Shuttle Bus to Terminal One from either bus stop 8 or 18 outside the terminal. Once you have arrived to Terminal One locate the DOD counter in the North Wing.



Haneda International Airport (via commercial airlines)

These directions are based on arrival at Terminal 3 ONLY. If you arrive at Terminal One board the green shuttle at stop 9, at Terminal Two board the green shuttle at stop 8 that runs every 4 minutes to Terminal 3. From the shuttle bus at Terminal 3 follow signs to arrivals on the 2nd floor. The meeting area is directly to the left of the information counter.



Reservations are strongly encouraged (visit http://www.cnmc.navy.mil/regions/cnrj/installations/cfa_yokosuka/about/installation_guide/getting_here/narita_airport_shuttle_bus.html or email cfay_bus@fe.navy.mil). However, if there were no reservations listed on the driver's manifest, seats would be given on a first-come-first-served basis. Passengers need to provide Military Identification Card to board the bus.

PETS may not be brought aboard the Navy shuttle buses. If you are arriving with your pet(s), you will need to coordinate with your sponsor at your gaining command for alternate transportation. For more information, email cfay_bus@fe.navy.mil Yokosuka NEX transportation proved fee for service options for personnel with pets DSN 315-243-4511 or 011-81-46-816-4511.

****Note:** Upon arrival at Yokosuka Base, the bus driver is authorized to drop off passengers only at PSD. If your SPONSOR cannot meet you at the airport, PSD is a very convenient place to be met.

U. S. Naval Hospital Yokosuka Japan



PSC 475, Box 1
FPO AP 96350- 9998
Contact Information

Central Appointments

For All Eligible Patients in the Yokosuka area

TO CANCEL APPOINTMENTS:

DSN: 243-5352 Off Base: 046-816-5352

Appointment Reminder System:

When you get the reminder call,

Patient Portal Appointments?

This allows you to make, change and cancel primary care and select self-referral appointments. You can view future and past appointments, set up email reminders and notifications. If you cannot find an appointment you like, please contact the clinic directly or use Secure Messaging to send your care team a request.

Can I access appointments for my family members?

Yes, you can access TOL Patient Portal appointments for yourself, adult family members with their consent and minor children (under 18).

Can I set up reminders to alert me of my appointment(s)?

Yes, you can set up to three email addresses for receiving reminders for clinic appointments when you make an appointment or within your “Profile” on the TOL Patient Portal home page.

1. Go to www.tricareonline.com and click “Log In.”
2. Log in with your DoD CAC or DFAS myPay credentials. Click “Register” if you do not have a CAC card or reader.
3. Click “Appointments” on the TOL Patient Portal home page to make an appointment.
4. Select (1) patient name, (2) type of appointment and (3) reason for visit, e.g. diabetes follow up. Review the Clinic Instructions and select a date range then “Search for Appointments.”
5. Select your appointment using the calendar to the right. Click “Choose this Appointment Time.”
6. Review and Confirm appointment information. Click “Book this Appointment.”



What is TRICARE Online (TOL) Patient Portal Rx Refill?

This allows you to view your active prescriptions and their status (refills available, expired, etc.), select prescriptions to refill and our Pharmacy. You can link to TRICARE Mail Order Pharmacy to schedule delivery to a PSC address.

Can I refill prescriptions for my family members?

Yes! Simply enter the prescription number, choose our Pharmacy and click “Send Refill Request Now.”

Can I set up Rx Refill reminders to alert me that my prescription is ready for pick up?

Yes, you can choose up to 3 email addresses. When your refill is ready, you will receive notifications. Plus, you will get an email if you forget to pick-up a prescription so you can request it again. Set up Rx Refill reminders in your “Profile” on the TOL Patient Portal home page.

Can I renew my prescriptions with TOL Patient Portal?

Yes, you can request a renewal using Secure Messaging. Simply click on the Secure Messaging icon on the TOL Patient Portal home page then log in to send the request to your health care team.



What is Secure Messaging?

Secure Messaging (SM) brings your healthcare team to you by allowing you to communicate with them via secure email about non- urgent healthcare matters. Your provider or a team member will respond within 24 business hours. Enrollment is available to all active duty, retirees, family members and non-enrollees.

Why contact your provider in SM?

1. Request appointments and medication renewals.
2. Receive results of medical testing (Lab and Radiology)
3. Ask non-urgent questions regarding your care or in the future.

How do I enroll in SM?

1. If you already have an account, skip to PART B.
2. Go to: <https://app.mil.relayhealth.com/>
3. Find: Link to Register (Register Here) and Click
4. Register as a Patient and follow the instructions

PART B. How to Add a Provider

1. If you have a new account, you will see an ADD button on the Homepage to add your provider.
2. If there is no ADD button, click the Providers Tab.
3. View the list of your providers; it may be blank.
4. On the right side, over the grey bar, click on the “Add Provider or Facility for [patient’s name].”
5. Important: please click on Advanced Search. Leave everything blank but the CITY field. Search.
6. All the providers in your city will be listed. “Select” your provider. If you are unable to find your provider, contact the clinic to request an email invitation.

Family Medicine 243-8721

Internal Medicine 243-7442

Pediatric Medicine 243-5505

How to Present a Positive Image to Our Japanese Hosts

Are you looking to learn more about living in Japan? Please attend the Fleet and Family Support Center **DISCOVER JAPAN** class. The class is offered every Thursday, 1330-1500 on the 4th floor in the CRC building, **NO REGISTRATION REQUIRED**. For more information contact 243-3372, option 3

Base Maps



Ikego Housing Community



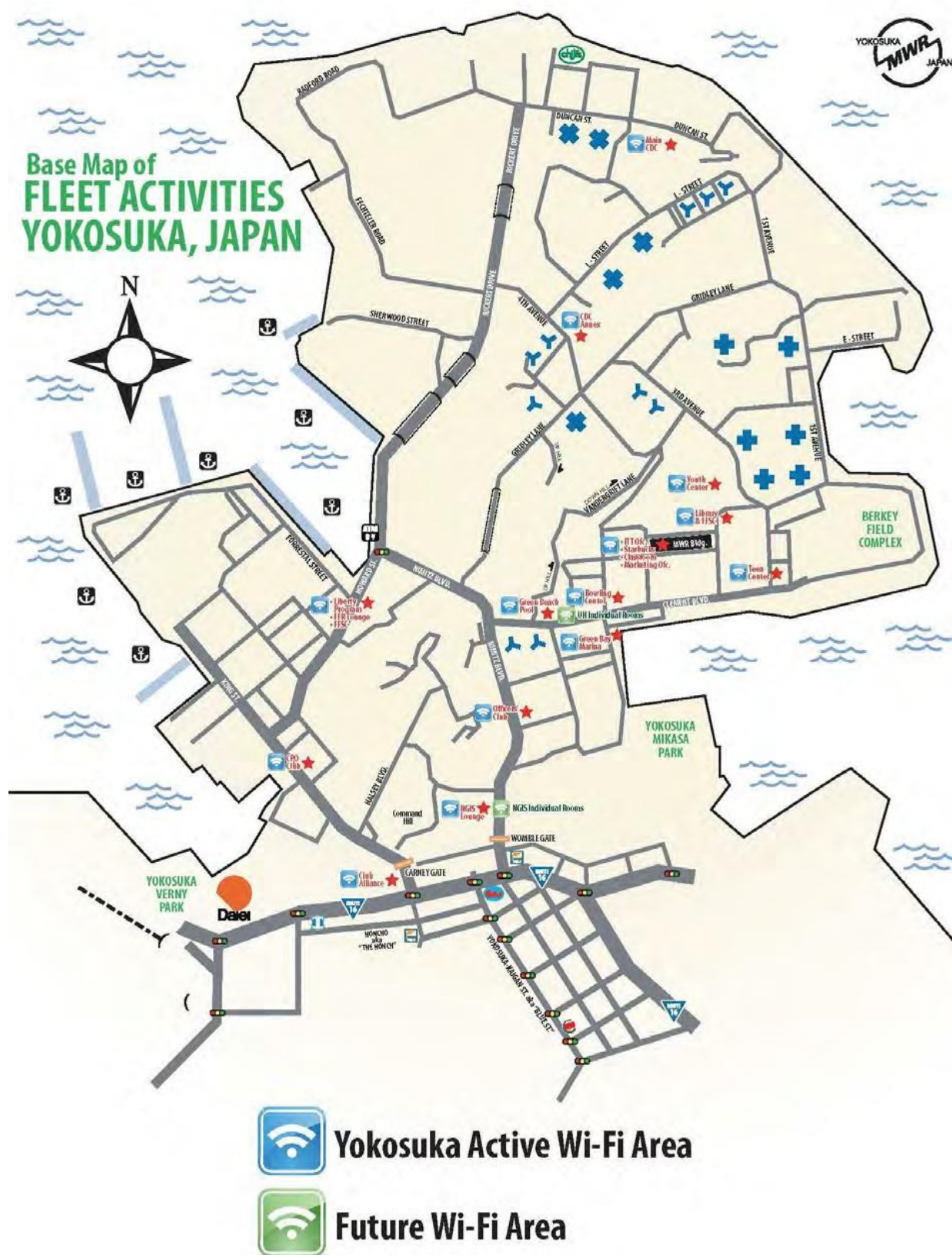
Yokosuka MWR Phone Numbers

Adult Sports Office	241-2955
Athletics Facilities	243-5398
Athletics Maintenance	243-2051
Auto Skills Center	243-5456
Aquatics Office	243-2052
Seahawk Natatorium	243-5620
Command Hill Pool	243-6830
Green Beach Pool	243-6410
Bowling Center	243-4200 / 5158
Child Development Program	
CD Homes	243-5478
Main CDC	243-3219
Main CDC Annex	241-4101 / 4102
Chili's Take-Out	241-3842
Chili's Grill & Bar	241-3865
Club Alliance	243-3000 / 5951

Italian Garden's Take Out

C-Street Grille Take Out	241-3785
Community Center	241-4111
CPO Club	243-5506
Entertainment Office	243-5215
Fitness	241-4486
Fleet Gym Gear Issue	243-5304
Deployed Forces Support	243-7284
International Program Office	243-4731
ITT	241-5056
Liberty Center	243-7346
Library	243-5574
Theaters	
Benny Decker	243-5406
Fleet	243-5443
Movie Hotline	243-6703

MWR Food Court	243-3245
Officers' Club	243-5030
Outdoor Rec Center	243-5732
Sailing Center/Marina	243-4155
NAF Personnel Office	243-1246
Purdy Fitness Center	243-5398
Pavilion, Ball Field and Court Reservations	241-2945
School Age Care	243-5492 / 3439
Recreation Office	243-1215
Reference/Referral Office	243-4079
Starbucks	(046) 820-2791
T-Shirt/ Plaque Shop	243-9064
Yokosuka Teen & Youth Club	241-2098
Wood Hobby Shop	241-3692
Youth Sports Office	241-2952



Ikego Home to Work Shuttle Bus

AREA	BUS STOP LOCATION	TIME	
		MONDAY-FRIDAY ONLY	
IKEGO HOUSING	IMATSUMI	0520	0620
IKEGO HOUSING	SASAGO-YATO	0521	0621
IKEGO HOUSING	SHISAGI	0522	0622
IKEGO HOUSING	#678 PLAYGROUND	0524	0624
IKEGO HOUSING	ASUKA TOWER	0527	0627
MAIN BASE	HRO, MAIN GATE, SRF HQ, HARBOR MASTER PIER, BERTH 6&7, BERTH 8&9, REC CENTER, NEX/COMMISSARY, AND HOSPITAL. <i>(Due to evening traffic congestion, evening pick-up times may vary)</i>	1600	1800

Narita Airport Shuttle Bus

Reservations are strongly encouraged (visit www.cnmc.navy.mil/yokosuka or email cfay_bus@fe.navy.mil) as unclaimed seats are offered on a first-come-first-served basis. Passengers need to provide two types of photo ID, one of which **MUST** be a Military Identification Card. Check in time starts 1 hour prior to departure.

LOCATION	SHUTTLE 1	SHUTTLE 2	SHUTTLE 3
DEPART CFAY PSD	1000	1230	1430
ARRIVE NARITA AIRPORT (Terminal #1)	1200	1430	1630
DEPART NARITA AIRPORT (Terminal #1)	1530	1730	1930

ARRIVE CFAY PSD	1730	1930	2130
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Yokota AMC Shuttle Bus

No reservations needed for this bus, but priority is given to those on orders. Passengers need to provide two types of photo ID, one of which **MUST** be a Military Identification Card. This shuttle only runs Wednesday to Saturday, with check-in beginning at 0730 and departure at 0800. Arrival dependent

DAY	LOCATION	SHUTTLE
Wednesday	DEPART CFAY PSD	0800
	DEPART YOKOTA AMC	Dependent on flight schedule
Thursday	DEPART CFAY PSD (one way)	0800
Friday	DEPART CFAY PSD	0800
	DEPART YOKOTA AMC	Dependent on flight schedule
Saturday	DEPART CFAY PSD (one way)	0800



HOUSING

Government Housing

For most up to date information and floor plans, please visit our website:

https://cnic.navy.mil/regions/cnrj/installations/cfa_yokosuka/ffr/housing_and_lodging.html

Within 3 business days of your arrival, please check in or call 243-9037 (commercial 046-816-9037) the Yokosuka Housing Office (Bldg. 1441) next to the Navy Lodge to sign up for our Housing Welcome Brief, held Monday through Friday. The space is limited for the brief, therefore sign-up in advance is highly recommended. The housing brief begins at 0900 and check in is at 0830.

Note: Newly arrived families are allowed a choice of on or off base

Once you check-in to your command, please be sure to make copies of your PCS orders with command check-in stamp and Family Entry Approval for submission.

Military Family Housing (MFH) in Yokosuka and Ikego consists of 2,516 housing units. MFH includes town houses and high rise apartments. There are no basements or attics in family housing. All command sponsored family members are eligible for MFH.

MFH units are furnished with household appliances (i.e. refrigerator, electric cooking stove, microwave oven, washer, dryer and dishwasher, etc.). Accordingly, it is suggested that you do not bring your own appliances with your household goods.

Dogs are only permitted in single-family/townhouses, and on the 1st and 2nd floor of all housing towers. They are NOT permitted in tower elevators for any reason or on any other floor above the 2nd. Members are permitted to have no more than two pets in their assigned unit (e.g., two cats; one cat and one dog), cats are permitted in all housing units. All pets must be registered with the Yokosuka Veterinary Services Office, have up-to-date vaccinations, and be micro-chipped for identification at all times. Pet cats must be spayed or neutered. Documentation certifying registration, vaccinations, spaying or neutering will be submitted to the Housing Office (HO) upon assignment, upon request or when there is a change. Failure to submit the required documents may result in loss of pet privileges in MFH.

Ikego Hills

Ikego Hills is set in a forested area in the seaside resort town of Zushi. Ikego has Club Takemiya (all hands club), campgrounds, paintball, Mini Navy Exchange, pool, Child Development Center, Elementary School (grades K-5), and other recreational areas are also available. Home-to-work shuttle buses (no fee) run from Ikego to Yokosuka in the morning and return in the evening, and following extra-curricular events at the high school. Ikego can be reached in 20 minutes in moderate traffic by surface roads. There is a designated pedestrian gate connected from the base to local train station, Jinmuji Station, which gives you access to Yokosuka (30 mins train ride).

Off-Base Housing

As discussed in the Financial Assistance section, moving into off-base housing can be costly; therefore, planning and budgeting ahead of time is key when moving into the Japanese Community. Initial housing expenses may range from \$5,000 to \$10,000. Military personnel may request ADVANCED HOUSING ALLOWANCE through their command. ADVANCED HOUSING ALLOWANCE is authorized to cover the entire move-in cost, which may include:

- first month's rent
- security deposit
- agent fee
- owner fee

Electrical power in Northern Japanese in off-base housing is 30-50 amps at 100 volts/50 cycles. On-base housing is also 100-volt/50-cycle power. On-base quarters have 220-volt outlets to accommodate American-style clothes dryers and electric stoves. Most off base Japanese houses do not have the space and or power requirements for American dryers. Space restrictions preclude the installation of an American-style washer/dryer and a large refrigerator or freezer. Because of the difference in the power provided, many American products will run slower due to low power supplied. Timers/clocks will lose about 10 seconds every minute.

Most American electrical products are equipped with a standard 3-prong plug, however most Japanese homes only provide two prong plugs and will require adapters. CFAY Housing can provide appliances for off-base rental quarters, if not already installed.

The Rental Partnership Program (RPP)

RPP is designed to assist military and civilians personnel in finding affordable, secure,

quality off-base housing. This program is available to anyone eligible for OHA or Living Quarters Allowance (LQA). If you are interested in RPP, please contact the CFAY Housing Services Center.

Please contact the CFAY Housing Services Center for any housing questions or needs at Yokosuka.Housing@fe.navy.mil.

https://cnic.navy.mil/regions/cnrj/installations/cfa_yokosuka/ffr/housing_and_lodging.html

Single Service Member Housing

Unaccompanied Housing Front Desk is located in building 3333 which is across the street from the Personnel Support Department (PSD). All buses from the airports stop just outside the lobby door of the PSD building. The UH Front Desk can be contacted at DSN 315-243-5569 or internationally at 011-81-46-816-5569.

Single Service Member Housing (Sea Duty personnel/Homeport Ashore program)

Background

CFA Yokosuka is committed to providing Unaccompanied Housing to E1-3 Shore/Sea Duty sailors and E4<4

Sailors on Sea Duty.

Availability / Eligibility

Each Afloat Command determines which sailors can be provided bed spaces in UH.

Application Procedures

For information on the procedures for the "Homeport Ashore" program please contact your gaining command.

Single Service Member Housing (Shore Duty personnel/Permanent Party)

Background

CNFI and CFAY are committed to improving the quality of life for Sailors by providing Unaccompanied Housing for shore duty E3 and below Sailors.

General School Information Yokosuka, Japan

Please have the following documents/items at the time of enrollment to ensure a smooth registration process:

- All previous school records, report cards, transcripts and other academic records
- A transcribed shot/immunization/vaccination health record (Naval Branch Health Clinic can transcribe your student's record)
- Copy of Sponsor's PCS orders
- Copy of Dependent Entry Approval letter
- Copy of students passport or birth certificate
- Local telephone number, mailing address and email address
- Local emergency contact information
- U.S. Emergency contact information

Electronic DoDEA Student Registration Form

www.dodea.edu/Offices/Regulations/dodea_forms/upload/form_600.pdf

Kinnick High
School PSC 473
Box 95
FPO AP 96349
<http://www.kinnick-hs.pac.dodea.edu>
Email:
Principalkinnickhs@PAC.dodea.edu

Yokosuka Middle School
PSC 473 Box 95
FPO AP 96349
<http://www.yokosuka-ms.pac.dodea.edu> Email:
YMiddleP@pac.dodea.edu

Sullivans Elementary
School PSC 473 Box 95
FPO AP 96349
<http://www.sullivans-es.pac.dodea.edu>
Email: PRINCIPAL_SULLIVAN_ES@pac.dodea.edu

School Liaison

Officer: Office:

Bldg. H20

Hours: 08:00 a.m. to 5:00 p.m. (or by appointment) Local Phone: 243-2948 or 046-816-2948

From the US: DSN 315-243-2948 or 011-81-46-816-2948

Email: SLOYokosuka@fe.navy.mil

Mailing Address: PSC 473 Box 60, FPO AP 96349

For daily education info and opportunities please like and share the Yokosuka CYES Facebook page at <http://www.facebook.com/sloyokosuka>.

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*To register for free and reduced lunch please pick up an application at FFSC Yokosuka or FFSC Ikego

CFAY Religious Ministries

Chapel of Hope

For more information contact the Chapel of Hope at 243-6773/6774



Religious Education	Lutheran/Episcopal Services
<ul style="list-style-type: none"> • Friday Mother's Group • Thursday Women's Bible Study • Wednesday Infant Baptism Prep Class (3rd Wednesday of the Month) • Sunday RCIA/CCD 	<ul style="list-style-type: none"> • Saturday Worship (1st Saturdays)
Church of Christ	Anglican/Episcopal Communion Service
<ul style="list-style-type: none"> • Sunday Worship (CRC 2nd Deck) • Bible Class (CRC 2nd Deck) • Thursday Bible Study 	<ul style="list-style-type: none"> • Sunday Worship (Jewish Chape)
Church of Jesus Christ of Latter Day Saints	Jewish Services
<ul style="list-style-type: none"> • Thu LDS Addiction Support Group • Thu LDS Scripture Study 	<ul style="list-style-type: none"> • Jewish Shabbat & Kiddush- Friday
Filipino Christian Fellowship (CRC 2ND Deck)	Protestant
<ul style="list-style-type: none"> • Sunday Worship Service • Sunday Prayer Meeting • Friday Bible Study (Rokuban Tower) • Saturday Worship Team Rehearsal 	<ul style="list-style-type: none"> • Sunday Worship Service • Tuesday Worship Team Practice
Buddhist Soka Gakkai International	Ikego Protestant (Ikego Elementary School)
<ul style="list-style-type: none"> • Thursday Meeting (2nd & 4th Thursday) 	<ul style="list-style-type: none"> • Sunday Worship Service • Sunday Worship Team Practice
Orthodox Christian	Seventh Day Adventist
<ul style="list-style-type: none"> • Worship (4th Sundays) 	Saturday Sabbath Service (1 ST and 3 RD Saturdays)

Roman Catholic	Gospel Praise
<ul style="list-style-type: none"> • Saturday Mass • Sunday Mass • Monday Mass • Tuesday • Wednesday Novena Prayer & Mass • Thursday Mass/Novena/Adoration (1st Friday of the month ONLY) 	<ul style="list-style-type: none"> • Wednesday choir practice Sunday worship service
Religious Education Programs	Catholic Programs
<ul style="list-style-type: none"> • Thursday Gospel Praise Bible Study • Friday Pentecostal • Tuesday PWOC Bible Study Day (Chapel) • Tuesday PWOC Study Night (Chapel) • Wednesday Bible Study (Ikego) * Runs Sept to Dec • LDS Youth Group • Wednesday Catholic Youth Group (2nd/4th Wednesday of the month) • A.W.A.N.A (Runs Sept to May) Sunday Children's Ministry 	<ul style="list-style-type: none"> • Saturday Confessions *Confessions will also be heard 30 minutes before each scheduled Mass, or by Appointment with Priest/Chaplain • Monday Knights of Columbus (1st & 3rd Monday of the month) • Friday Catholic Women's Group

Moving Checklist – Arrival to Yokosuka Checklist*

- ❑ Check-in at your Command's Personnel Office to stamp orders and stop leave.
 Afloat Commands: Command Quarter Deck
 Shore Commands: Personal Support Detachment
 If accompanied & unit deployed: Family Assistance Support Team
 If unaccompanied & unit deployed: Transient Personnel Unit
 Civil Service Employees: Human Resource Office
- ❑ Check-in with prearranged lodging in Yokosuka. On-base options below:
ALL NAVY LODGE ROOMS ARE PET FRIENDLY.
 (Yokosuka: DSN: 315-243-6708 In Japan: 046-816-6708 www.navy-lodge.com) (Yokosuka: DSN: 315-243-7317 In Japan: 046-816-7317 www.ngis.dodlodging.net)
NEX Kennel.
 (Yokosuka: DSN: 315-243-4530 In Japan: 046-816-4530)
- ❑ Register in the Defense Biometric ID System (DBIDS) so that you can scan your ID when entering and exiting base. Required for all SOFA sponsored personnel and eligible family members. Bring Dependent Entry Approval, DOD ID (Dependent or CAC), and either PCS Orders or Letter of Employment (if USCS). Visit ISO/Pass & ID Office (Main Gate), PSD or FAST Office
- ❑ Reserve seats for **Area Orientation Brief/Inter-Cultural Relations (AOB/ICR)** Training if it has not already been done. This 3 day training is designed to reduce stress and frustration of moving to Yokosuka and is **mandatory** for all SOFA sponsored personnel in accordance with COMNAVFORJAPANINST 1740.5, even if you have previously served in Japan. Attendance of all class portions is required before Certificate of Completion may be given, which is needed before getting a SOFA Driver's License. Please do not make any appointments during class week.
 (Yokosuka: DSN: 315-243-FFSC International: 011-81-46-816-FFSC FFSCInfo@fe.navy.mil)
Attendees are responsible for making their own childcare reservations in advance of attending AOB/ICR. Vouchers provided after class. For Nursing Infant Waiver, see page 14.
Child and Youth Programs Administration
 (Yokosuka: DSN: 315-243-4079 International: 011-81-46-816-4079 www.navywmwryokosuka.com)
MWR_CYP_waitlist@fe.navy.mil)
- ❑ Register your children for school using, either in person or using the online pre-registration (<https://registration.dodea.edu/>). Information about area schools can also be found at www.dodea.edu and by contacting the School Liaison Officer (SLOYokosuka@fe.navy.mil).
- ❑ Visit Region Legal Service Office Legal Assistance to obtain a Power of Attorney, required by Personal Property Office and Housing Office if Sponsor is deployed. Bring two valid forms of ID.

(Yokosuka: DSN: 315-243-8901 In Japan: 046-816-8901)

- ☐ Once checked into temporary accommodations, visit your Command Admin regarding Temporary Lodging Allowance (TLA).
 - ☐ Contact Housing Office to schedule your Housing Welcome Brief. Don't schedule during AOB/ICR week. Bring copy of PCS orders, DD Form 1746 (Page 2), Detaching Endorsement and Dependent Entry Approval Letter.
(Yokosuka: DSN: 315-243-9037 In Japan: 046-846-9037
www.cnic.navy.mil/heat)
 - ☐ Visit FFSC Yokosuka regarding the Loaner Locker Program to reserve a Hospitality Kit, which allows you to borrow basic kitchen items for 45 days at no cost.
(Yokosuka: DSN: 315-243-FFSC In Japan: 046-816-FFSC)
 - ☐ Check-in at US Naval Hospital
Dental Clinic, 2nd Floor
(Yokosuka: *DSN: 315-243-8808 In Japan: 046-816-8808*)
Tri-Care Office for assigning Primary Care Manager (PCM)
(Yokosuka: *DSN: 315-243-9528 In Japan: 046-816-9528*
www.tricare.mil)
 - ☐ Visit www.ombudsmanregistry.org to contact your command Ombudsman, who can also give contact information for your Family Readiness Group (FRG).
 - ☐ Register for a P.O. Box and mailing address.
Accompanied Personnel: FISC Yokosuka Pot Office
Unaccompanied Personnel (Ship): FISC Yokosuka Post Office
Unaccompanied Personnel (Shore): Via Command
Hospital Commands: USNH Yokosuka
 - ☐ Register personal vehicles at Vehicle Registration Office.
(Yokosuka: DSN: 315-243-5896 In Japan: 046-846-5896)
 - ☐ Take Tourist and No-Fee Passports to NAVPTO Passport Office to get multiple re-entry stamp. Also bring PCS Orders or Letter of Employment (for USGS), Power of Attorney and Dependent Entry Approval.
(Yokosuka: DSN: 315-243-8466 In Japan: 046-816-8466)
 - ☐ Visit FFSC Yokosuka for information and referrals regarding available resources and services on Family Employment Readiness Program (FERP) including volunteering opportunities in the Yokosuka community. Visit the FFSC Family Employment Facebook Page.
(Yokosuka: DSN: 315-243-FFSC In Japan: 046-816-FFSC)
 - ☐ Obtain a cellular telephone from local carrier: AU, Docomo, Softbank, etc.
Determine needs before purchasing.
 - ☐ Visit the Community Resource Center:
 - ☐ Consider using the CNIC Base Shuttle. Obtain a copy of the route map and schedule (visit www.cnic.navy.mil/yokosuka and look for the New Shuttle Bus schedule).
-

- ☐ Keep in contact with your command assigned sponsor for assistance upon and after arrival in Yokosuka.

IMPORTANT NUMBERS

	From DSN On Base	from local Japanese
Emergency:	911	046-816-0911
Japanese Fire/Ambulance		119
Japanese Police		110
Security Police – Yokosuka	315-243-5000	046-816-5000
Security Police – Ikego	315-246-8025	046-806-8025
USNH Emergency Room	315-243-5137/7141	046-816-5137/7141
American Red Cross	315-243-7490	046-816-7490/877-242-7337
Chaplain/Pastoral Care	315-243-8736	046-816-8736
Base Operator	113	046-816-0113

How to call a DSN:	from local Japanese	International from US
DSN 315-241-XXXX	046-896-XXXX	011-81-46-896-XXXX
DSN 315-243-XXXX	046-816-XXXX	011-81-46-816-XXXX
DSN 315-246-XXXX	046-806-XXXX	011-81-46-806-XXXX

To call the US from a local Japanese phone, dial 011 – Area Code – Number.